

Minutes of Administrative Committee Meeting, September 12, 2013. 7pm at the Temple

Present: In Person: Usha Seth, Vikesh Mahendroo, Shalley Pathak, Virender sethi, Ashok Sharma, Dinesh Khosla. Via conference call- Rita Ahuja, Mohan Khanna, Virender labroo, Ram Gupta. Via proxy Anu Sehgal. Ten of eleven members were present in person or via conference call.

Meeting was convened by Usha Seth. Usha Seth requested Vikesh Mahendroo to conduct the meeting. Meeting started with the recitation of Gayatri Mantra.

- 1) By a vote of 9 in favor and two abstentions, Vikesh Mahendroo was elected Chair of the Administrative Committee. Name was proposed by Virender Sethi and seconded by Usha Seth. No other names were proposed. Mohan Khanna and Virender Labroo were the two abstentions.
- 2) By a vote of 9 in favor and 2 abstentions, Dinesh Khosla was elected President of Hindu Samaj. Name was proposed by Ashok Sharma and seconded by Shalley Pathak. No other names were proposed. Virender Labroo and Mohan Khanna were the two abstentions.
- 3) Vikesh Mahendroo shared his thoughts-- Administrative Committee and all Committees should model right and respectful behavior with devotees and each other; use appropriate language in all communications; actively participate in meetings and complete the tasks undertaken. After some discussion, members were invited to make suggestions to him so that he can develop broad guidelines.
- 4) Dinesh Khosla was asked to begin the process of reconstituting various committees asap.
- 6) Pandit Mishra's visa issue was discussed. Dinesh to clarify the expiration date. ( Was done next day and email generated to indicate we have time)
- 5) The next meeting date was set for Sunday October 20, 2013 at 1pm.

Committee welcomes suggestions, comments and ideas from all members of Hindu Samaj so that we can continue to improve the activities of Hindu Samaj.

## **Hindu Samaj Administrative committee**

### **VALUES AND MODEL BEHAVIOR**

1. We will place the interest of Hindu Samaj ahead of any individual's personal interest.
2. We will show respect for each other and temple devotees in the way we communicate with others by using appropriate language, listening to diverse points of view and showing appreciation for efforts of others.
3. We will have respectful debate and dialog but support group decisions once made even if they differ from individual points of view.
4. We will practice open and direct communication including providing feedback that is pinpointed and specific.
5. We will be ambassadors for Hindu Samaj in the community.
6. We will be responsible and active participants in the work of the Administrative Committee – attending meetings in person or by phone, completing tasks assigned or volunteered for, making every effort to visit the temple on Sundays and/or for major functions, providing encouragement to volunteers and showing appreciation for their efforts.

## PROTOCOLS FOR USE OF HINDU SAMAJ FACILITIES

Only activities that conform to our mission statement are allowed in the facilities of Hindu samaj.

The facilities can be rented to individuals for private family events such as birthdays, marriages, anniversaries etc. Life members can be granted a rate different from others.

Individuals and organizations seeking use of facilities for non family events must seek approval from the Administration of Hindu Samaj. The decision will be based on the appropriateness of the planned event.

To maintain the 501(c) 3 status, no political activity is permitted in the facilities. Elected Officials or Political Appointees can be invited by anyone seeking use of facilities only by prior approval of the Administrative Committee. They cannot engage in any political activity/ campaign.

The Hindu Samaj web site, email list and other contact lists cannot be used by any one for personal use and when organizing/ renting the facility for an event.

Following procedure must be followed by Hindu Samaj Committees as well as anyone else, who wish to invite a speaker for the event:

- 1) Request in writing along with a bio of the speaker must generally be submitted to the President at least 4 weeks in advance of the event for approval. Within a week of receiving the request, the Hindu Samaj Administration will ( after consulting with the Administrative Committee), make and communicate their decision. If the request is made less than four weeks prior to the event, the President shall in his/her best judgment make the decision based on guide lines set above in the opening paragraph.
- 2) Committees should prepare a list of speakers who have previously been invited to various events and submit it to the President of Hindu samaj. This list will be approved in advance thus not requiring the procedure outlined in (1) above.
- 3) After studying the practices of other organizations, the President shall establish rental rates for 501(c)(3) organizations and Community services organizations ( such as Kashmiri Community Diwali event) and for life members of the organization.

In the event of a disagreement, the Administrative Committee has the final authority to make a decision about the rental/use of the facility.

## **Minutes of Administrative Committee Meeting October 20, 2013**

Present: Vikesh Mahendroo, Usha Seth, Dinesh Khosla, Anu Sehgal, virender Sethi, Virender Labroo, Ashok Sharma

Present via phone: Mohan Khanna, Shalley Pathak

Present via proxy: Rita Ahuja to Virender Sethi

Absent: Ram Gupta

### **MINUTES**

1) Meeting started with recitation of Gayatri Mantra

2) Minutes of September meeting were approved ( attached here with) . To be posted on web site.

3) Values and Model Behavior Statement of expectations previously distributed was adopted unanimously (attached). Moved by Virender Sethi, seconded by Usha Seth. To be posted on web and to be distributed to all Committee chairs and members

4) Draft protocols for use of Hindu Samaj facilities was discussed. New version as adopted is attached . It will become final if no objections are received in 3 days of the circulation of the minutes. To be posted on web

5) Newly formed committees:

Dinesh khosla was asked to lead the presentation. Dinesh outlined the process of gathering information and gauging interest (over last month) on the part of members to serve . The objective was to make the organization 1) inclusive and broad based with specific allocation and shared responsibility for tasks needed to be performed and 2) make the functioning of Hindu Samaj transparent. The process included reaching out to Trustees, current and past members of committees, volunteers on the current volunteer list and all on our email mailing list ( about 1700). After email exchanges, phone conversations and face to face meetings and reliance on current active member's recommendations, the individuals who had expressed interest in volunteering were integrated in the committee structure. The total number exceeds 125 individuals. There is a very healthy representation of women and younger members of our community. Dinesh explained that based on historical experiences, a general consensus had developed that Religious Affairs Committee be organized around "Darbars of various Gods and Goddesses". This model is more inclusive; respectful of diverse modes of worship and relies on initiative of devotees willing to devote their energies to various events and religious ceremonies under the umbrella of Hindu Samaj. On a conservative side if 60 to 70 percent of the volunteers stay on board at the end of one year, our organization will be much stronger and healthier. There are some individuals with overlapping roles and it was agreed that after few months of transition, we should try our best to bring new people to help change that situation. It was also suggested and agreed that each group/ Committee can add new members as they deem fit and notify the Administrative Committee.

The list of members of various Committees as approved is attached with these minutes.

The discussion on names and qualifications was part of the conversation .

### **COMMITTEES**

1) Finance Committee: Anu sehgal moved; Usha Seth seconded. Approved unanimously. Vikesh asked as to why Ram Gupta was not on the Committee. Dinesh explained that Ram Gupta's preference was to serve on Fund Raising Committee.

- 2) Fund Raising Committee: Virender sethi moved: Anu Sehgal seconded. Approved unanimously.
- 3) Cultural Committee: Virender Sethi moved; Ashok Sharma seconded. Approved unanimously. Strong suggestion was made to add South Indian and Gujarati Community members to this Committee. ( New list attached herewith includes one individual from South Indian Community. We will continue our effort to broaden it)
- 4) Communication Committee: Usha Seth moved and Ashok Sharma seconded. Approved unanimously. The fact that this committee has 3 high school students was lauded.
- 5) Religious Affairs Committee: the idea of Darbar centered organization, was supplemented by the idea of responsibility for special events proposed by Virender Labroo. Dinesh Khosla requested Mohan Khanna to lead all events relating to Durga Ma's Darbar. Mohan Khanna indicated that he will review and let us know his decision. After significant discussion Ashok Sharma moved and Usha Seth seconded to approve the Committee. Approved unanimously.
- 6) Education and Community Services Committee: did not have time to read the exhaustive list of all members on this committee. Virender sethi moved and Ashok Sharma seconded to approve. Approved unanimously.

Once the list of the Committees ( 5 and 6 above) is circulated along with the minutes of the meeting, members will have 3 days to provide any additional input they wish. After that the names on these committees will be considered final.

#### Additional Items:

Dinesh reported that after several months of petitioning and writing protest letters to TD Bank, we finally got one time concession from their new rules about Affinity Program. We received over 78,000 dollars which have been deposited in a new Capital Account of the Temple along with 4 checks received as dedicated donation for class room construction.

Solar energy production proposal has been received. Vikesh suggested that Dinesh review it with Anil Bhasin and make recommendations. Anil and Dinesh met with the vendor last Thursday. We told them that Temple can not invest any money and involving Temple members to invest could be problematic due to conflict of interest perceptions. We have asked them to come back with a proposal with third party investors who rent our roof from us.

The meeting ended at 3.15pm.

Regards,

Dinesh Khosla